

## CHILD NUTRITION SERVICES ASSISTANT II

### DEFINITION

Under general supervision, oversee and perform daily food service activities including receiving, storing, preparation, production, and serving of foods at assigned site; assist in maintaining food service facilities, equipment and utensils in a clean and sanitary condition; operate point of sale system for sales recordkeeping; comply with mandated health and school nutrition regulatory requirements; perform other related work as assigned and/or required.

### ESSENTIAL FUNCTIONS

Participate in the preparation of food service activities and monitor equipment, supplies and items needed for daily use at the site; participate in all phases of kitchen operations; assist with and perform functions in preparing, packaging, cooking, cleaning, serving, and operating the point of sale recordkeeping system; serve students and participate in service line set up and presentation; maintain a safe food production and service environment, to include cleaning, rinsing and sanitizing countertops and kitchen equipment; assist in monitoring student meals to ensure USDA compliance for a reimbursable meal; break down boxes and discard them where applicable; record refrigeration, storage and production temperatures to ensure quality control and food safety; assist in maintaining inventory and order food supplies as assigned, participate in the receipt, storage, and rotation of food items and supplies in storage area; assist with food service duties for approved special events and assist in food service programs to community groups, parents, students, and district personnel; attend and complete federal regulatory school nutrition professional development training requirements; assume the duties of a CNS Lead during absences; support a positive climate of customer service in all interactions and communications with students, District staff, families, and community members; attend meetings as required; perform other duties as assigned.

### EMPLOYMENT STANDARDS

#### KNOWLEDGE AND ABILITIES

##### Knowledge of:

Lead responsibilities

Principles and methods of quantity food preparation, distribution, and storage;

Sanitation and safety practices and procedures;

Institutional food service equipment, appliances, and supplies;

Computer skills and technology;

Basic arithmetic, record keeping, money handling, and inventory procedures.

##### Ability to:

Safely operate and maintain a variety of food service equipment, utensils, measuring devices, and machines;

Read and follow recipes;

Conduct inventory;

Maintain accurate records;

Understand and follow oral and written directions;

Support team members;

Work in an organized fashion to meet regular schedules and frequent deadlines;

Communicate effectively with student population;

Understand and follow all HACCP Standard Operating Procedures;

Establish and maintain an effective working relationship with those contacted in the course of work;

Relate effectively with racially and ethnically diverse staff, students, and community.

### EDUCATION AND EXPERIENCE

#### Education:

Equivalent to the completion of the twelfth grade, supplemented by training or course work in nutrition, quantity food preparation, or related areas.

#### Experience:

One year of experience in quantity food preparation, service and facility maintenance in a commercial, institutional, or school food facility setting.

#### License/Certificates:

If driving a vehicle is required in the course of work, operator must possess a valid and appropriate California driver's license, qualify for insurability with the District's insurance carrier. Possess a current Servsafe Manager certificate, must be obtained within 30 days.

### PHYSICAL REQUIREMENTS AND WORKING CONDITIONS

#### Strength:

Moderately heavy work – lifting and/or carrying of objects weighing up to 50 pounds. Physical dexterity in limbs and digits to operate hand and power-driven kitchen appliances and equipment. Ability to bend, stoop, grasp, push, pull, and reach. Reaching overhead, above shoulders and horizontally.

#### Working Conditions:

Regularly work in variable indoor and outdoor conditions; extended periods of standing and/or walking and work in areas of variable temperature conditions. Regular exposure to knives, slicers, cleaning agents, and pesticides. Heat from cooking equipment, cold from walk-in refrigerators and freezers. Exposure to very hot foods, equipment and metal objects.

#### Pre-placement Physical: Class I